

1SER20-1 Designation of Division of Elections as Filing Office for Department of State; Requirements for Candidate Qualifying Papers; Withdrawal of Candidacy.

(1) Designation of Division of Elections as a filing office.

(a) The Department of State has designated the Division of Elections as the filing or qualifying office for candidates seeking to qualify for nomination or election to any federal, state, legislative, multicounty or judicial office with the exception of county court judge. Candidates for the office of county court judge shall qualify with the supervisor of elections for that county. The Division of Elections' official address is: ElecRecords@dos.myflorida.com; or, Room 316, R.A. Gray Building, 500 South Bronough Street, Tallahassee, Florida 32399-0250.

(b) All qualifying items required to be filed with the Department of State as the office where the candidate is required to qualify shall be filed with the Division of Elections.

(2) Filing Timeline.

(a) Timely filing is of the essence in qualifying as a candidate. In order to be deemed timely filed with the qualifying office, qualifying items must actually be present at the qualifying office's official address by the close of the qualifying period.

(b) Each supervisor of elections and other qualifying officer shall designate one or more specific official physical locations and email address that will serve as a qualifying office and publish the address of each office on the qualifying officer's website.

(c) Qualifying items shall be deemed filed with the qualifying office upon the date of actual receipt by the qualifying office, except for those qualifying items accepted and held during the 14-day period before the beginning of the qualifying period pursuant to sections 99.061(8) and 105.031(6), F.S. The qualifying items that are received and held during the 14-day period before the beginning of the qualifying period shall not be deemed filed until the beginning of the qualifying period.

(3) Qualifying items.

(a) If submitted by email, qualifying items must be attached in .pdf format.

(b) Any qualifying check cannot be submitted by email and must be submitted by U.S. Mail or delivery service.

(4) Forms.

(a) The following qualifying forms for candidates required by Sections 99.061, 103.022 and 105.031, F.S., are hereby incorporated by reference:

1. DS-DE 9 (Rev. 10/10) (<https://www.flrules.org/Gateway/reference.asp?No=Ref-00292>), entitled, "Appointment of Campaign Treasurer and Designation of Campaign Depository for Candidates."

2. DS-DE 301SL (Rev. 04/20) (<https://www.flrules.org/Gateway/reference.asp?No=Ref-11918>), entitled, "Candidate Oath – State and Local Partisan Office."

3. DS-DE 305CM (Rev. 04/20) (<https://www.flrules.org/Gateway/reference.asp?No=Ref-11917>), entitled, "Candidate Oath – Committeemen and Committeewomen."

4. DS-DE 302NP (Rev. 04/20) (<https://www.flrules.org/Gateway/reference.asp?No=Ref-11916>), entitled, "Candidate Oath – Nonpartisan Office."

5. DS-DE 304SB (Rev. 04/20) (<https://www.flrules.org/Gateway/reference.asp?No=Ref-11915>), entitled "Candidate Oath – School Board Nonpartisan Office."

6. DS-DE 303JU (Rev. 04/20) (<https://www.flrules.org/Gateway/reference.asp?No=Ref-11914>), entitled, "Candidate Oath – Judicial Office."

7. DS-DE 300FO (Rev. 04/20) (<https://www.flrules.org/Gateway/reference.asp?No=Ref-11913>), entitled "Candidate Oath – Federal Office."

8. DS-DE 306WP (Rev. 04/20) (<https://www.flrules.org/Gateway/reference.asp?No=Ref-11912>), entitled, "Candidate Oath – Write-In for President and Vice President."

(b) The forms in paragraph (4)(a), are available from the Division of Elections, R.A. Gray Building, Room 316, 500 South Bronough Street, Tallahassee, Florida 32399-0250, by contact at (850)245-6200, or by download from the Division's webpage at: <https://dos.myflorida.com/elections/forms-publications/forms>.

(5) Candidate withdrawal. A candidate may withdraw his or her candidacy by submitting a document specifying the candidate's withdrawal from the particular public office he or she seeks to the qualifying office before which he or she qualifies (or has qualified) by mail, facsimile, email, photocopy, scanned copy or other type of electronic transmission that contains the signature of the candidate. The withdrawal is not effective until it is received by the qualifying office.